

SWARNIM GUJARAT SPORTS UNIVERSITY
Sector –15, Gandhinagar–382015(Gujarat)

Proactive Disclosure under Right to Information Act, 2005

1. The particulars of the organization, its functions and duties:

Swarnim Gujarat Sports University is established by an act of Gujarat Legislature (Gujarat Act No.22 of 2011). The functions and duties are defined in Section 7 of the Act. The major functions and duties are as follows:

- i. to administer and manage the University and the University colleges and to establish such institutes and Centre for research, education and instructions as are necessary for the furtherance of the objects of the University;
- ii. to provide for instruction, training and research in such branches of knowledge or training pertaining to the physical education and sports sciences, sports technology and high-performance training for all sports and games;
- iii. to conduct innovative experiments in new methods and technologies in the field of sports sciences, technology and management in order to achieve scientific sports training system for all sports and games and international standards of such physical education, sports training and research in sports sciences;
- iv. to prescribe courses and curricula and provide for flexibility in the education system and delivery of methodologies including electronic and distance learning;
- v. to hold examinations and confer degrees, diplomas, or grant certificates and other academic distinctions or titles on persons subject to such conditions as the University may determine, and to withdraw or cancel any such degrees, diplomas, certificates or other academic distinctions or titles in the manner as may be prescribed;
- vi. to confer honorary degrees or other distinctions in the manners may be prescribed;
- vii. to establish such special centers, specialized study centers or other units for research and development as are, in the opinion of the University, necessary for the furtherance of its objects;
- viii. to provide for printing, reproduction and publication of research and other work and to organize exhibitions, workshops, seminars, symposia, conferences, competitions etc;
- ix. to sponsor and undertake research in all aspects of physical education and sports sciences, sports technology, allied areas and high performance training for all sports and games;
- x. to collaborate or associate with any educational institution with like or similar objects;

- xi. to develop and maintain linkages with educational or other institutions in any part of the world having objects wholly or partially similar to those of the University, through exchange of teachers, students and scholars and generally in such manner as may be conducive to their common objects;
- xii. to develop and maintain relationships with teachers, coaches, researchers and experts in any part of the world for achieving the objects of the University;
- xiii. to regulate the expenditure, manage the finance and to maintain accounts of the University;
- xiv. to receive grants, subventions, subscriptions, donations and gifts for the purposes of the University and consistent with the objects for which the University is established and to enter into any agreement with the Central Government, the State Government, the University Grants Commission or other authorities or bodies for receiving any grants;
- xv. to receive funds from the industries or from any other sources as gifts, donations, benefactions or bequests by transfer of movable and immovable properties for the purposes and objects of the University;
- xvi. to establish, maintain and manage sports infrastructure halls and hostels for the residence of students and accommodation for faculties, officers and employees of the University;
- xvii. to supervise and control the residence and to regulate the discipline among the students of the University and to make arrangements for promoting their health and general welfare and cultural activities;
- xviii. to fix, demand and receive or recover fees and such other charges as may be prescribed;
- xix. to institute and award fellowships, scholarships, prizes, medals and other awards;
- xx. to purchase or to take on lease any land or building or sports complex or sports infrastructure and scientific sports research equipment or indoor stadium or works which may be necessary or convenient for the purpose of the University on such terms and conditions as it may think fit and proper and to construct, alter and maintain any such buildings or works;
- xxi. to sell, exchange, lease or otherwise dispose of all or any portion of the properties of the University, movable or immovable, on such terms as it may think fit, consistent with the interest, activities and objects of the University, after taking prior permission of the State Government;
- xxii. to draw and accept, to make and endorse, to discount and negotiate Government promissory notes and other promissory notes, bills of exchange, cheques or other negotiable instruments;

- xxiii. to raise and borrow moneys on bonds, mortgages, promissory notes or other obligations or securities founded or based upon all or any of the properties and assets of the University or without any securities and upon such terms and conditions .as it may think fit and to pay out of the funds of the University, all expenses incidental to the raising of moneys, to repay money borrowed, after taking prior permission of the State Government;
- xxiv. to invest the funds of the University in accordance with the provisions of the Act;
- xxv. to execute conveyances regarding transfers, mortgages, leases, licenses, agreements and other conveyances in respect of the property, movable or immovable including Government securities belonging to the University or to be acquired for the purpose of the University, after taking prior permission of the State Government;
- xxvi. to admit the students for the courses offered by the University in the prescribed manner;
- xxvii. to create academic, technical, administrative, ministerial and other posts and to make appointments thereto;
- xxviii. to regulate and enforce discipline among the employees of the University and to provide for such disciplinary measures as may be prescribed;
- xxix. to institute professorships, associate professorships, assistant professorships, readerships, lectureships, endowed professorship, honorary professorships, adjunct professorships, emeritus professorships, of different sports and games and any other teaching, academic or research posts for sports sciences and to prescribe qualifications for them;
- xxx. to appoint persons as Directors, Deans, Professors, Associate Professors, Assistant Professors, Readers, Lecturers, Head Coaches, Coaches, Trainers, Adjunct Professors, Registrar, or otherwise as teachers and researchers of the University;
- xxxi. subject to the provisions of this Act and the regulations, any officer or authority of the University may, by order, delegate his or its powers (except the power to make regulations) to any other officer or authority under his or its control and subject to the condition that the ultimate responsibility for the exercise of the powers so delegated shall continue to rest in the officer or authority delegating them;
- xxxii. to do all such other acts and things as the University may consider necessary, conducive or incidental to the attainment or enlargement of all or any of the objects of the University.

2. The powers and duties of Vice Chancellor:

- 1) The Vice-Chancellor shall have, subject to the provisions of this Act, power to cause an inspection or review to be made by such person or persons as he may direct, of the University, its buildings, hostels, libraries, equipment and systems and processes and of any institution or

center maintained by the University, and also of the examinations, teaching, research and other work conducted or done by the University and to cause an inquiry to be made in like manner in respect of any matter connected with the administration, academic affairs and finances of the University.

- 2) Without prejudice to the generality of the fore going provisions, the Vice Chancellor shall–
- i. Be the chief executive and academic officer of the University. He shall preside over the meetings of the Academic Council;
 - ii. ensure implementation of the decisions of the authorities of the University;
 - iii. be responsible for imparting of instructions and maintenance of discipline in the University; and
 - iv. Exercise such other powers and perform such other duties as may be assigned to him by or under this Act or the regulations or as may be delegated to him by the Board.

- 3) Where any matter is of urgent nature requiring immediate action and the same cannot be immediately dealt with by the authority or body of the University empowered under this Act to deal with it, the Vice-chancellor may take such action as he may deem fit and shall forthwith inform the action so taken by him to the authority or body of the University who or which, in the ordinary course, would have dealt with the matter:

Provided that if such -authority or other body is of the opinion that such action ought not to have been taken by the Vice-Chancellor, it may refer the matter to the Board which may either confirm the action taken by the Vice-Chancellor or annul the same or modify it in such manner as it thinks fit, and thereupon the action shall cease to have effect or, as the case may be, shall take effect in such modified form so however such modification or annulment shall be *without prejudice to the validity of anything previously done by or under the order of the Vice-Chancellor.*

- 4) Where the exercise of the powers by the Vice-Chancellor under sub-section (3) involves the appointment of any person, such appointment shall be confirmed by the competent authority empowered to approve such appointment in accordance with the provisions of this Act and the regulations, not later than six months from the date of order of the Vice-Chancellor, otherwise such appointment shall cease to have effect on the expiration of a period of six months from the date of order of the Vice-Chancellor

3. The procedure followed in decision-making process including channel supervision and accountability:

The Vice Chancellor and Registrar take all decision in accordance with the provisions of the

Swarnim Gujarat Sports University Act, 2011.

4. Norms set for the discharge of its functions:

All the functions are discharged promptly and with the fastest possible speed using modern information technology tools.

5. The rules, regulations, instructions, manuals and records used by employees for discharging their functions:

Presently, all the functions are discharged by Employees as per the provisions of the Act and Rules & Regulations laid down there under.

6. A statement of categories of the documents held:

The following documents are held:

- I. Act
- II. Annual Accounts
- III. Agenda and minutes of meetings
- IV. Cash Book
- V. Cheque Register
- VI. Receipt Book

7. The particulars of any arrangement that exists for consultation with presentation by the members of the public, in relation to formulation of policy or implementation there of:

Before taking important decisions, all stakeholders are consulted in accordance with the provisions of the Act.

8 A statement of the boards, councils, committees and other bodies consisting of two or more Persons constituted by the University and additional information as to whether the meeting of These are open to the public or the minutes of such meetings are accessible to public:

The University authorities are the Board of Governors, the Academic Council and the Finance Committee at present.

9. A Directory of University's Officers and Employees:

#	Name	Designation
Dr.Jatin H. Soni, Vice Chancellor, Swarnim Gujarat Sports University		
1	Dr. D.D.Kapadiya	Registrar (I/C)
2	Mrs.Rekha Nair	Deputy Registrar
3	Dr. Kamal Modh	Planning and Development Officer
4	Mr.D.N Brahmbhatt	Finance Officer

5	Dr. Nisarg Pathak	Controller of Examination
6	Dr. Manish Raval	Legal Officer cum Assi. Registrar
7	Dr.Sudhir Kumar Sharma	Associate Professor
8	Dr. Om Prakash Mishra	Assistant Professor
9	Mr. Kunal Desai	Assistant Professor
10	Mr. Y.L Jethva	Assistant Professor
11	Mrs. Smiti Padhi	Assistant Professor
12	Mr. Ravindra Singh	Assistant Professor
13	Mr. Ankur Saini	Assistant Professor
14	Mrs Dinaben Suthar	Cashier
15	Dr. Kanubhai Desai	Assistant Professor
16	Mr. Rahulkumar Barad	Assistant Professor
17	Mr. Nileshkumar Rathod	Assistant Professor
18	Dr. Kokilaben Palas	Assistant Professor
19	Dr. Nishita G Baxi	Nutritionist/Dietician
20	Mr. Samip. Shah	Physiotherapist
21	Mr.Jashvantsinh Rahevar	Deputy Executive Engineer
22	Mr. Jayantibhai M. Patel	Section Officer (Administrative)
23	Mr. Amitkumar Mecwan	Section Officer (Academy)
24	Mr. Chetan Patel	System Analyst
25	Mr. Harsh Shah	Junior Engineer
26.	Mr. Rambhai K. Patel	PS to VC
27	Mr. C.D.Rathod	Administrative Assistant
28	Mr. Bipinchandra K. Patel	Deputy Accountant
29	Mr. Kritibhai M. Dave	Senior Clerk
30	Ms. Snehaben J. Mehta	Senior Clerk
31	Ms. Kinjalben R. Patel	Senior Clerk
32	Mr. Mangaldas M. Patel	Senior Clerk
33.	Mrs. Ripal Goswami	Senior Clerk
34	Mrs. Asmita Parekh	Senior Clerk (Library)
35	Mr. Priyank H. Soni	Account Assistant
36	Mr. Rasikbhai M. Prajapati	Computer Operator
37	Ms. Akanksha R. Patel	Computer Operator
38	Mrs. Bhavnaben D.Raval	Computer Operator
39	Mrs. Shilpaben A. Patel	Computer Operator
40	Mrs. Priyanka Goswami	Computer Operator
41	Mr. Jigarkumar K. Parmar	Computer Operator, Vadodara
42	Mr. Vishnubhai B. Chauhan	Clerk cum IT Staff
43	Mr. Romit Soni	Peon
44	Mr. Ashokumar V. Parmar	Store Keeper
45	Mrs. Bhanuben A. Solanki	Peon
46	Mr. Rajesh M. Rathod	Peon
47	Mr. Bhalaji B Thakor	Messenger
48	Mr. Bhalaji Thakor	Peon cum Ground man

10. Monthly remuneration received by the University's Officers / Employees as provided in its regulation:

Sr.No 1 to 20 Officers/Employees are recruited by the University and Sr.No. 21 to 50 Officers/employees are on outsource service basis. Their remunerations as mentioned below:

#	Name	Designation	Payscale + Grade pay
1	Dr. D.D.Kapadiya	Registrar (I/C)	-
2	Mrs.Rekha Nair	Deputy Registrar	15600-39100(GP 6600)
3	Dr. Kamal Modh	Planning and Development Officer	15600-39100(GP 6600)
4	Mr.D.N Brahmhatt	Finance Officer	67700+208700
5	Dr. Nisarg Pathak	Controller of Examination	15600-39100(GP 6600)
6	Dr. Manish Raval	Legal Officer cum Assi. Registrar	15600-39100(GP 5400)
7	Dr. Sudhir Kumar Sharma	Associate Professor	37400-67100 (GP 9000)
8	Dr. Om Prakash Mishra	Assistant Professor	15600-39100(GP 6000)
9	Mr. Kunal Desai	Assistant Professor	15600-39100(GP 6000)
10	Mr. Y.L Jethva	Assistant Professor	15600-39100(GP 6000)
11	Mrs. Smiti Padhi	Assistant Professor	15600-39100(GP 6000)
12	Mr. Ravindra Singh	Assistant Professor	15600-39100(GP 6000)
13	Mr. Ankur Saini	Assistant Professor	15600-39100(GP 6000)
14	Mrs Dinaben Suthar	Cashier	5200-20200 (GP 2400)
15	Dr. Kanubhai Desai	Assistant Professor	35,000
16	Mr. Rahulkumar Barad	Assistant Professor	35,000
17	Mr. Nileshkumar Rathod	Assistant Professor	35,000
18	Dr. Kokilaben Palas	Assistant Professor	35,000
19	Dr. Nishita G Baxi	Nutritionist/Dietician	35,000
20	Mr. Samip. Shah	Physiotherapist	35,000
21	Mr. Jashvantsinh Rahevar	Deputy Executive Engineer	25,000
22	Mr. Jayantibhai M. Patel	Section Officer (Administrative)	22,000
23	Mr. Amitkumar Mecwan	Section Officer (Academy)	22,000
24	Mr. Chetan Patel	System Analyst	22,000
25	Mr. Harsh Shah	Junior Engineer	20,000
26.	Mr. Rambhai K. Patel	PS to VC	16,500
27	Mr. C.D.Rathod	Administrative Assistant	14,000
28	Mr. Bipinchandra K. Patel	Deputy Accountant	14,000
29	Mr. Kritibhai M. Dave	Senior Clerk	12,000
30	Ms. Snehaben J. Mehta	Senior Clerk	12,000
31	Ms. Kinjalben R. Patel	Senior Clerk	12,000
32	Mr. Mangaldas M. Patel	Senior Clerk	12,000
33.	Mrs. Ripal Goswami	Senior Clerk	12,000
34	Mrs. Asmita Parekh	Senior Clerk (Library)	12,000
35	Mr. Priyank H. Soni	Account Assistant	9,000
36	Mr. Rasikbhai M. Prajapati	Computer Operator	9,000
37	Ms. Akanksha R. Patel	Computer Operator	9,000
38	Mrs. Bhavnaben D.Raval	Computer Operator	9,000
39	Mrs. Shilpaben A. Patel	Computer Operator	9,000
40	Mrs. Priyanka Goswami	Computer Operator	9,000

41	Mr. Jigarkumar K. Parmar	Computer Operator, Vadodara	8,000
42	Mr. Vishnubhai B. Chauhan	Clerk cum IT Staff	9,000
43	Mr. Romit Soni	Peon	8,000
44	Mr. Ashokumar V. Parmar	Store Keeper	9,000
46	Mrs. Bhanuben A. Solanki	Peon	7,000
47	Mr. Rajesh M. Rathod	Peon	7,000
48	Bhalaji B Thakor	Messenger	7,000
49	Bhalaji Thakor	Peon cum Ground man	7,000

11. Information regarding grants-in-aid provided by the Central Government or the State Government or by any agency assisted by the Central Government or State Government its Utilization Government:

Income/Expenditure Statement

Financial Year	Plan	
	Budget Provision (Rupees in Lakhs)	Grant Receive (Rupees in Lakhs)
2012-13	1000	1000
2013-14	1001.8	1000.8
2014-15	1256	1256
2015-16	1100	1100
2016-17	2480	596*

*Up to 1st May 2017

12. The manner of executing of subsidiary programs including amounts allocated and the details and beneficiaries of the programs:

Not Applicable

13. Particulars of recipients of concessions, permits or authorization granted by the University:

NIL

14. Details of information available or held by the University, reduced in electronic form:

All-important notifications, academic & administrative information is available on

University's website: <https://sgsu.gujarat.gov.in>

15. Information relating to availability of infrastructure and physical assets.

The University has the following residential, non-residential, play fields (covered facilities) and other buildings provided by Government of Gujarat at Gandhinagar.

(i) Information relating to availability of infrastructure and physical assets.

The University has the following residential, non-residential, playfields (covered facilities) and other buildings provided by Government of Gujarat Gandhinagar.

S.No.	Name of Building	Ownership	Plinth Area	Cost/ Estimated cost	Status of building i.e. completed/ Incomplete	Year of Construction	Whether plans & estimated Approved by competent authority
(i) Residential:							
1	Vice Chancellor's Quarter-1	Government of Gujarat, Gandhinagar			Completed		Yes

S.No	Name of Building	Ownership	Plinth Area	Cost/ Estimated cost	Status of building i.e. completed/ In	Year of Construction	Whether Plans & estimated approved by competent authority
(ii) Non-Residential:							
1	Institute-Cum-Admin. Building	Government of Gujarat			Completed		Yes
2	Compound wall, Roads, drains, showers, Water (main) Elect., Dist., Main and street Lighting, etc.	Government of Gujarat			Completed		Yes

(iii) Play Fields and Covered Facilities:

S.No	Name of the Play Field and Covered Facilities	Numbers
1	Test and Measurement Laboratory	1
2	Office Room	1
3	Cricket Field	1
4	Football Fields	2
5	Athletic Track(400Mts.) with throw area	1
6	Practice Football Enclosure(Walled)	1

7	Volleyball Courts	1
8	Kho-Kho fields	1
9	Kabaddi Courts	1
10	Badminton Courts	1
11	Table Tennis Room	2
12	Kabaddi Stadium	1

16. The particulars of facilities available to citizens for obtaining information including working hours of a library or reading room maintained for public use:

The University is open for obtaining information from 10:30AM to 6:10 PM excluding Sundays, second & fourth Saturdays and Gazette Holidays. The citizens can apply for information with a prescribed fee of Rs.20/- to the Public Information Officer.

17. The name, designation and other particulars of the Public Information Officers:

Public Information Officer:

Sr. No.	Name	Post	STD Code	Phone Number		Fax	Email	Address
				Office	Home			
1	Dr.Kamal Modh	Planning and Development Officer	079	23288621	-	-	pdo-sgsu@gujarat.gov.in pdo.sgsu@gmail.com	Swarnim Gujarat Sports University, G-Road, Nr. Mahatma Mandir, Sector-15, Gandhinagar. 382016.

Appellate Authority:

Sr. No.	Name	Post	STD Code	Phone Number		Fax	Email	Address
				Office	Home			
1	Dr.D.D. Kapadiya	(I/C)Registrar	079	23288603	-	-	registrar-sgsu@gujarat.gov.in	Swarnim Gujarat Sports University, G-Road, Nr. Mahatma Mandir, Sector-15, Gandhinagar. 382016.